

Create an Information Sharing and MARAM online training account

A step-by-step guide for creating an account on the Information Sharing and MARAM Online Learning System (LMS)

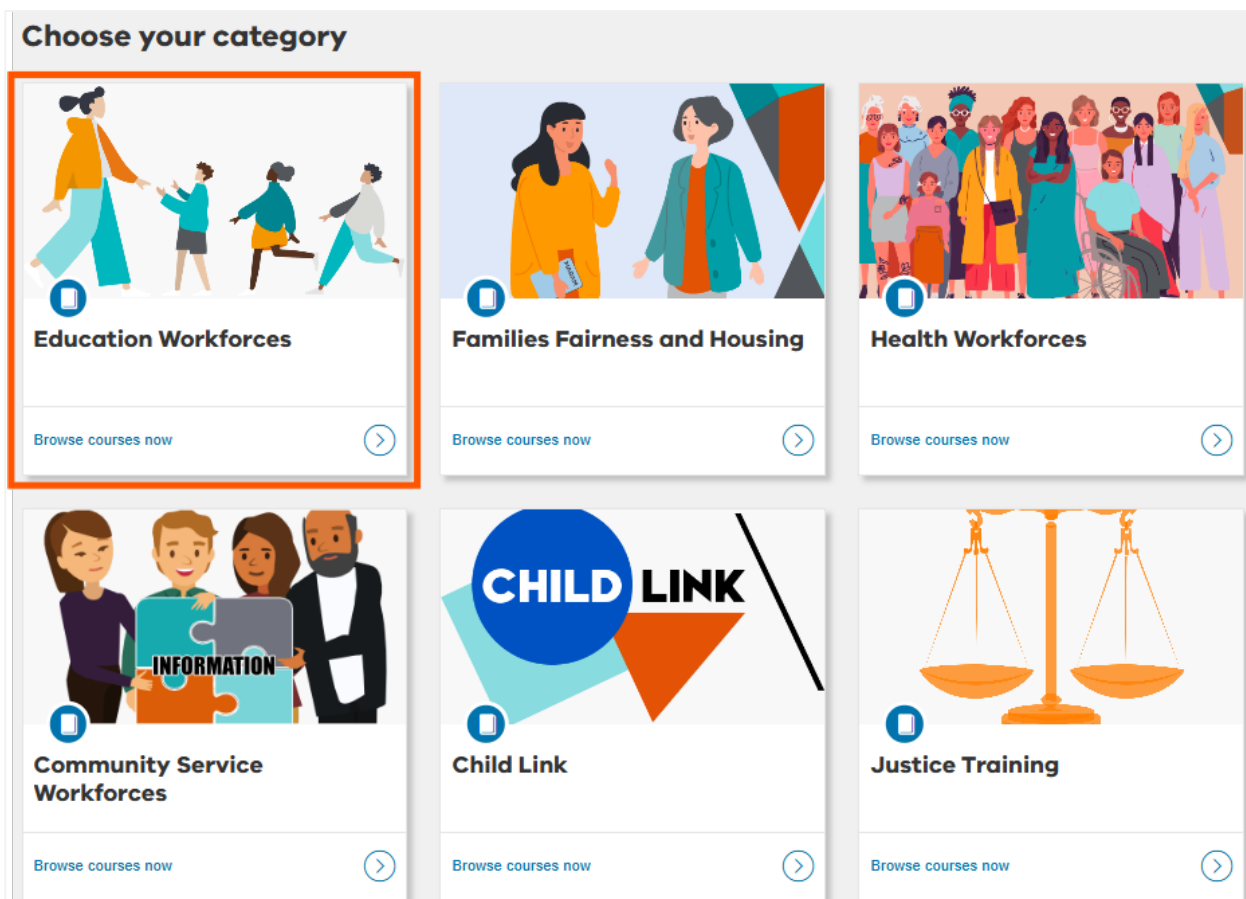
How to create an account

All users will need to create a new account on first accessing the courses on this system.

Step 1

Go to training.infosharing.vic.gov.au and select the relevant category to view available training courses.

For example, if you work in the education workforce, select '**Education Workforces**' category.



Step 2

Select the training course you would like to access. For example, 'eLearn: Information Sharing for Education Workforces'.



Education Workforces



eLearn: Information Sharing for Education Workforces

This course is designed to support education professionals to share information confidently, safely and appropriately.

VICTORIA

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eLearn: Information Sharing and MARAM Refresher

This refresher module provides education professionals an opportunity to extend their understanding of the Child Information Sharing Scheme (CISS) and Family Violence Information Sharing Scheme (FVISS).

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Step 3

On the course page, click the blue **Login/Enrol** button.





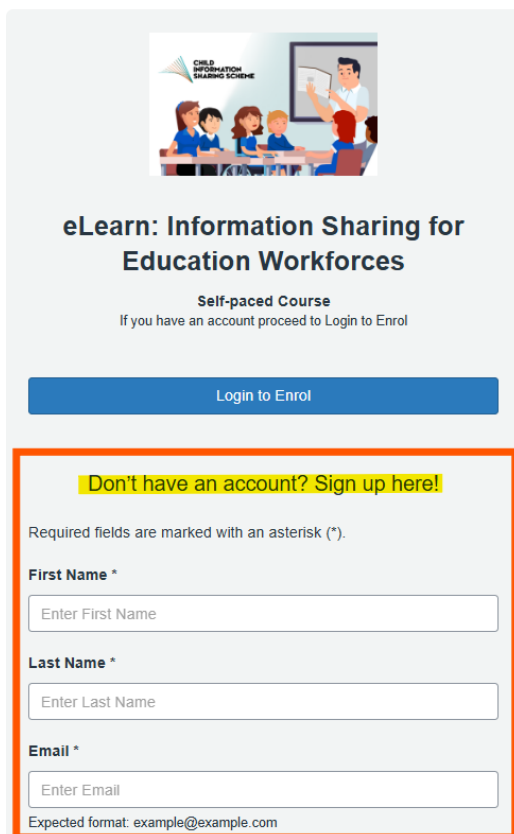
**CHILD
INFORMATION
SHARING SCHEME**

eLearn: Information Sharing for Education Workforces

Login / Enrol

Step 4

Create an account by filling out the required fields.



eLearn: Information Sharing for Education Workforces

Self-paced Course
If you have an account proceed to Login to Enrol

Login to Enrol

Don't have an account? Sign up here!

Required fields are marked with an asterisk (*).

First Name *

Enter First Name

Last Name *

Enter Last Name

Email *

Enter Email

Expected format: example@example.com

You must fill in all the fields flagged with an asterisk (*).

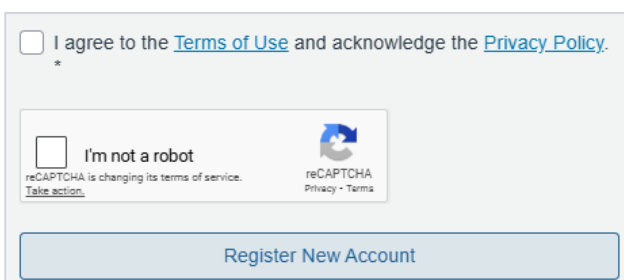
The Department of Education manages personal information in accordance with relevant Victorian privacy law, the Privacy and Data Protection Act 2014. For more details, visit the [Privacy Information Policy](#).

Step 5

Tick the box to agree to the **Terms of Use** and acknowledge the **Privacy Policy**.

Complete the reCAPTCHA by clicking the 'I'm not a robot' check box.

Then, click the **Register New Account** button.



☐ I agree to the [Terms of Use](#) and acknowledge the [Privacy Policy](#).

☐ I'm not a robot

reCAPTCHA is changing its terms of service. [Take action.](#)

reCAPTCHA
Privacy - Terms

Register New Account

Step 6

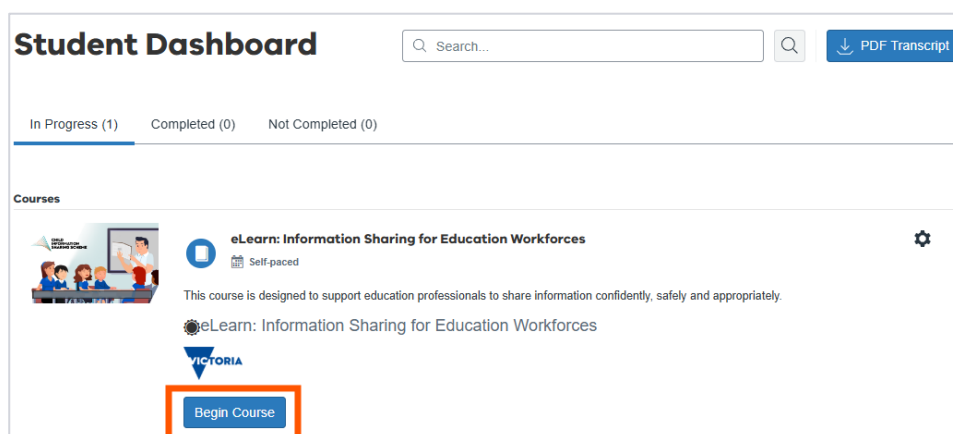
Once you have successfully created an account, you will receive an **account confirmation email** asking you to create a password. Check your junk or spam folder in case the email appears there.

Click the '**Confirm account**' button in this email to create a password and complete your account set up.

Start your training course

Step 7

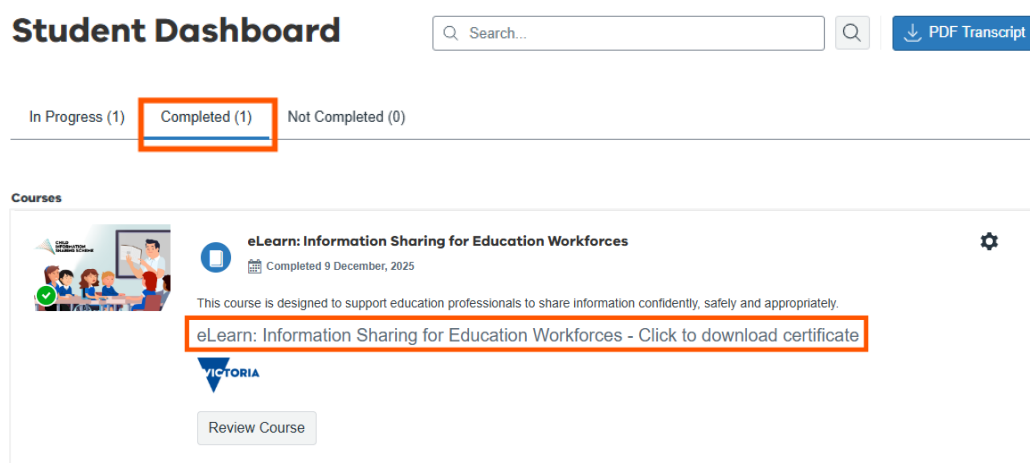
After confirming your account and creating a password, you will be taken to your **Student Dashboard**. Click the '**Begin Course**' button to start your learning.



Certificates

A certificate of completion will become available once a course is fully completed (including acceptable completion of a mandatory **assessment** or **survey** module, if applicable).

You will receive an email within 24 hours with a link to access your certificate or you can download it from your **Student Dashboard**, under the '**Completed**' tab.



Further support

Support is available by contacting the **WoVG Information Sharing and MARAM Enquiry Line** between 9 am and 5 pm Monday to Friday via:

Email: cisandfvis@education.vic.gov.au

Phone: 1800 549 646